

AUDIT COMMITTEE MEETING MINUTES
March 18, 2009

AUDIT COMMITTEE MEMBERS PRESENT: Rymph, N. Hall, Shay, Alexander, Henke, Suprenant

AUDIT COMMITTEE MEMBERS ABSENT: Sady

Debra Prehoda, Clerk

J. Gonyeau, Sr. Audit Clerk

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes – February 18, 2009 Meeting
- 3) Audit Monthly Bills
- 4) Other Business
- 5) Adjournment

Chairman Rymph called the meeting to order at 9:04 A.M.

A motion to approve the minutes of the February 18, 2009 meeting was moved by Mr. Shay, seconded by Mr. Suprenant and adopted.

The committee proceeded with auditing the bills.

The committee reconvened.

Sam Hall, Director of Veteran Services, joined the meeting at the committee's request to discuss a voucher submitted for a conference registration fee for Dawn McDougall, Deputy Director, to attend training in San Diego, CA. The committee questioned the necessity of attending this conference. Mr. Hall explained that if she does not go then she is not accredited and therefore cannot present claims to the VA on behalf of the veterans. There is only one organization that she can obtain this accreditation through, the National Association of County Veterans Services Organization because she is not a veteran. Annual accreditation is required. The estimated total cost of the conference including conference fee, lodging and travel is anticipated to cost \$1,800.00. This is a budgeted expense included in the 2009 budget. The conference fee voucher was approved for payment.

A motion to pay all bills as audited was moved by Mr. Henke, seconded unanimously and adopted.

The committee reviewed the monthly Audit Report, attached. Judy Gonyeau, Sr. Audit Clerk, also distributed a 2008 year-end audit and special audit reports, on file.

The meeting adjourned at 10:58 A.M.

Washington County Board of Supervisors

PO Monthly Audit Report 3 / 2009

Department		Submitted	Submitted Late	Rejected Corrected	Reject Not Processed	PO System Voucher	% Submitted to PO System	Dollar System Amount
1010	Legislative Board	4	0	0	0	0	0.00%	\$726.60
1040	Clerk of the Board	7	0	0	0	0	0.00%	\$556.40
1165	District Attorney	10	0	0	0	0	0.00%	\$2,704.66
1170	Public Defender	180	0	0	0	6	3.33%	\$74,774.05
1185	Medical Examiner & Coroner	17	0	0	0	0	0.00%	\$8,435.84
1190	Grand Jury	17	0	0	0	0	0.00%	\$5,151.50
1230	County Administrator	4	0	0	0	1	25.00%	\$3,118.46
1325	Treasurer	14	0	0	0	7	50.00%	\$17,032.32
1340	Budget Officer	1	0	0	0	0	0.00%	\$555.00
1355	Real Property Tax Service	2	0	0	0	0	0.00%	\$225.20
1410	County Clerk	8	0	0	0	6	75.00%	\$5,193.51
1420	County Attorney (Law)	4	0	0	0	0	0.00%	\$4,234.00
1430	Personnel	3	0	0	0	0	0.00%	\$101.83
1450	Board of Elections	6	1	0	0	1	16.67%	\$1,873.75
1490	Dept. of Public Works	4	0	0	0	0	0.00%	\$590.49
1620	Building & Grounds	92	0	0	0	15	16.30%	\$44,979.29
1660	Stock Room	18	0	0	0	18	100.00%	\$4,627.72
1670	Central Mail	1	0	0	0	0	0.00%	\$2,589.97
1680	Central Data Processing	13	0	0	0	7	53.85%	\$10,692.49
1910	Unallocable Insurance	6	0	0	0	0	0.00%	\$182,699.44
2490	Community College	15	0	0	0	0	0.00%	\$131,455.81
3110	Sheriff	40	3	1	0	6	15.00%	\$19,090.98
3140	Probation	8	0	0	0	2	25.00%	\$1,201.52
3142	Alternative Sentencing	8	0	0	0	2	25.00%	\$3,282.88
3150	Jail	75	2	4	0	16	21.33%	\$87,849.55
3315	Special Traffic	7	0	2	0	0	0.00%	\$14,914.36
3410	Fire Bureau	2	0	0	0	0	0.00%	\$870.50
3620	Code Enforcement	2	0	0	0	0	0.00%	\$2,360.70
3640	Emergency Services	19	0	1	0	7	36.84%	\$12,420.53
4000	Public Health	303	2	9	0	42	13.86%	\$403,105.18
6010	Social Services/Aging	74	2	0	0	14	18.92%	\$105,553.25
6510	Veterans	5	0	1	0	0	0.00%	\$1,520.68
6610	Sealer of Weights & Measurers	2	0	0	0	0	0.00%	\$427.76
7310	Youth Bureau	6	0	0	0	0	0.00%	\$581.78
8020	Planning	7	0	0	0	0	0.00%	\$17,265.50
	Fund	984	10	18	0	150	15.24%	\$1,172,763.50
	ACC Construction	4	0	0	0	0	0.00%	\$11,738.95
	Capital Construction	4	0	0	0	2	50.00%	\$26,816.76
	Car Pool	25	0	0	0	9	36.00%	\$78,225.26
	County Road	43	0	0	0	18	41.86%	\$577,294.86
	County Road Machinery	117	3	2	0	23	19.66%	\$194,107.22
	Pleasant Valley	234	5	0	0	61	26.07%	\$294,087.46
	Sewer District No. 1	1	0	0	0	0	0.00%	\$102.37
	Sewer District No. 2	56	0	1	0	0	0.00%	\$41,646.99
	Solid Waste Management	41	0	0	0	3	7.32%	\$61,527.26
	Workers Compensation	2	0	0	0	0	0.00%	\$235.00
	Fund	527	8	3	0	116	22.01%	\$1,285,782.13
	Total Of All	1511	18	21	0	266	17.60%	\$2,458,545.63